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#### **Contract Database Metadata Elements**

Title: **Adirondack Central School District and the Adirondack Teachers Association (2000)**

Employer Name: **Adirondack Central School District**

Union: **Adirondack Teachers Association**

Effective Date: **07/01/00**

Expiration Date: **06/30/03**

Number of Pages: **70**

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Adirondack Central School District  
And Adirondack Teachers Association

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**AGREEMENT**

between the

**SUPERINTENDENT OF SCHOOLS**

as

**EXECUTIVE OFFICER**

of the

**ADIRONDACK CENTRAL SCHOOL**

and the

**ADIRONDACK TEACHERS' ASSOCIATION**

**July 1, 2000 - June 30, 2003**

ADIRONDACK CENTRAL SCHOOL

MAY 28 2002

ADIRONDACK CENTRAL SCHOOL

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## PREAMBLE

In order to effectuate the provisions of Chapter 392 of the Laws of 1967 (The Public Employees' Fair Employment Act), to encourage and increase effective and harmonious working relationships between the SUPERINTENDENT and/or the ADIRONDACK CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION (hereinafter referred to as the "Board") and its professional employees represented by the ADIRONDACK TEACHERS' ASSOCIATION (hereinafter referred to as the "Association"), and to enable the professional employees more fully to participate in and contribute to the development of policies for the School District so that the cause of public education may best be served by the ADIRONDACK CENTRAL SCHOOL DISTRICT,

THIS AGREEMENT IS MADE AND ENTERED INTO ON THIS 1st day of July, 2000, by and between the Superintendent and/or the Board and the Association.

## ARTICLE I

### RECOGNITION

The Adirondack Central School Board of Education, having determined that the Adirondack Teachers' Association is supported by a majority of the teachers, counselors, therapists, psychologists and registered nurses in the Unit composed of all professional, certified personnel, except the Chief Executive Officer and Administrators, hereby recognizes the Adirondack Teachers' Association as the exclusive negotiating agent for the teachers in that Unit. Such recognition shall extend until altered according to procedures established by the Public Employees' Fair Employment Act, Article 14 (Section 207) of the Civil Service Law or by mutual agreement.

## ARTICLE II

### PHILOSOPHY

The Board of Education and the Association firmly believe that the primary function of the Board and the professional staff is to assure each boy and girl attending the Adirondack Central School District the highest level of educational opportunities obtainable. The Board recognizes that teaching is a profession and that members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve the educational system. The Board and Association believe that the objectives of the educational program are realized to the highest degree when mutual understanding, cooperation, and effective communications exist between the Board and the professional staff.

### ARTICLE III

#### PRINCIPLES

A. Professional Personnel

It is recognized that members of the professional staff require specialized qualifications and that the success of the educational program in the Adirondack Central School District depends on them.

B. Right to Join or Not Join

It is further recognized that teachers have the right to join, or not to join, the Association, but membership shall not be a prerequisite for employment or continuation of employment of any employee.

C. Rights of Minorities and Individuals

The legal rights inherent in the State School Code and in the rulings and regulations of the Commissioner of Education affecting certified personnel are in no way abridged by this Agreement.

## ARTICLE IV

### AREAS FOR DISCUSSION AND AGREEMENT

This recognition constitutes an agreement between the Superintendent and/or the Board of Education and the Association to reach mutual understandings regarding matters related to hours, wages, terms and conditions of employment. The Board and the Association recognize that the Board is the legally constituted body responsible for the determination of policies covering all aspects of the Adirondack Central School District. The Board recognizes that it must operate in accordance with all statutory provisions of the State, and such other rules and regulations as are promulgated by the Commissioner of Education in accordance with such statutes. The Board cannot reduce, negotiate, or delegate its legal responsibilities.



## ARTICLE V

### NEGOTIATION PROCEDURES

#### A. Negotiating Teams:

The designated representative(s) of the Board will meet with representative(s) designated by the Association for the purpose of discussion and reaching mutually satisfactory agreements. Negotiations shall be conducted in private.

#### B. Dates:

No later than February 15th of each year, the parties will enter into good-faith negotiations over a successor agreement covering the following school year. Issues proposed for discussion shall be submitted in writing by the parties' delegated representatives at the first meeting, or at an adjourned first meeting. All additional issues upon which the parties wish to negotiate must be submitted no later than the second meeting. The second meeting and all necessary subsequent meetings shall be called at a time mutually agreed upon by the parties.

#### C. Procedures:

Designated representative(s) of the Board shall meet at such mutually agreed upon places and times with representatives of the Association for the purpose of effecting a free exchange of facts, opinions, proposals and counterproposals in an effort to reach mutual understanding and agreement. Both parties agree to conduct such negotiations in good faith and to deal openly and fairly with each other on all matters. Following the initial meeting as described in paragraph B above, such additional meetings shall be held as the parties may require to reach an understanding on the issue(s) or until an impasse is reached. Meetings shall not exceed two (2) hours and shall be held at a time other than the regular school day.

#### D. Representatives:

Neither party in any negotiations shall have any control over the selection of the representative(s) of the other party and each party may select its representatives from within or outside the School District. While no final agreement shall be executed without ratification by the Association and the Board, the parties mutually pledge their representative(s) will be clothed with all necessary power and authority to make proposals, counterproposals and reach compromises in the course of negotiations.

#### E. Exchange of Information:

Both parties shall furnish each other, upon reasonable request, all available information pertinent to the issue(s) under consideration.

**ARTICLE V**  
**(continued)**

**F. Committee Reports:**

The parties agree that, during the period of negotiations and prior to reaching an agreement to be submitted to the Board and the Association, the proceedings of the negotiations meetings shall not be released. When the Association and the Board have ratified the agreement, the President of the Association and the President of the Board of Education shall meet and jointly release the contents of the agreement.

ARTICLE VI  
GRIEVANCE PROCEDURE

A. Section I Declaration of Purpose:

WHEREAS, the establishment and maintenance of a harmonious and cooperative relationship between the Board of Education and its bargaining unit member is essential to the operation of the schools, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances of bargaining unit member through procedures under which they may present grievances free from coercion, interference, restraint, discrimination or reprisal, and by which the Board of Education (hereinafter sometimes referred to as the "Board") and its bargaining unit member are afforded adequate opportunity to dispose of their differences without the necessity of time consuming and costly proceedings before administrative agencies and/or in the courts.

The membership of the Adirondack Teachers' Association, through proposing a grievance procedure to resolve grievances, assumes the responsibility for maintaining the highest professional standards

1. by seeking to resolve grievances at the lowest possible level of the procedure;
2. by working to assure professional responsibility in requesting the settlement of grievances through a system of review of grievances and counseling of the aggrieved.

B. Section II Definitions:

- 2.1 A Grievance is an alleged violation of this Agreement or any dispute with respect to its meaning or application.
- 2.2 The term "Supervisor" shall mean any Principal, Assistant Principal, immediate superior, or other administrative or supervisory officer responsible for the area in which an alleged grievance arises, except for the Chief Executive Officer.
- 2.3 The Chief Executive Officer is the Superintendent of the District.
- 2.4 Association shall mean the Adirondack Teachers' Association (ATA).
- 2.5 Aggrieved Party shall mean any person or group of persons, or the Association, in the negotiating unit filing a grievance.
- 2.6 Party in Interest shall mean the Grievance Committee of the Association and any party named in a grievance who is not the aggrieved party.
- 2.7 Grievance Committee is the committee created and constituted by the Adirondack Teachers' Association.

ARTICLE VI  
(continued)

B.     Section II     Definitions (continued):

- 2.8   Hearing Officer shall mean any individual or board charged with the duty of rendering decisions at any stage on grievances hereunder.
- 2.9   Informal Procedure shall mean any process of resolving a grievance that does not involve the formal procedures of the Association.
- 2.10   Formal Procedure shall mean any part of the formal procedure described in this proposed procedure involving the Association and the Grievance Committee acting on the behalf of the Association or for a member of the Unit in the matter of a grievance with the full approval of the aggrieved party, or the majority vote of the Association membership in matters of district-wide grievances.
- 2.11   Full Statement shall mean a written grievance that includes the name and position of the aggrieved party; the time, place, and nature of the alleged events or conditions constituting the grievance; the identity of the party responsible, if known, for causing the grievance; and the redress sought.
- 2.12   Condition of Acceptance shall mean a written report made by the Grievance Committee to the membership of the Association and members of the Unit at such time as the Committee and the Aggrieved Party accept a decision by the Hearing Officer in the matter of grievances.
- 2.13   Day shall mean a day when school is in session, except that "day" shall mean days that the Business Office is open between July 1st and Labor Day.
- 2.14   Representative shall mean the Building Representative of the Grievance Committee and/or such persons designated by the Association Grievance Committee.

C.     Section III     Procedures:

- 3.0   All decisions under the formal procedure shall be rendered in writing, and shall include findings of fact, conclusions and supporting reasons therefor, such decision(s) shall be submitted promptly to the bargaining unit member and the Association.
- 3.1   If a grievance affects a group of bargaining unit members and appears to be system-wide (in more than one school), it may be submitted by the Association directly at STAGE 2.
- 3.2   No interference, coercion, restraint, discrimination or reprisals of any kind will be taken by the Board of Education, or any member of the administration, against any person for his/her participation in a grievance matter.

ARTICLE VI  
(continued)

C.     Section III     Procedures: (continued)

- 3.3   The normal school day activities will not be interrupted in the processing of grievances and every effort will be made to avoid the involvement of students.
- 3.4   Forms for filing grievances and other necessary documents will be jointly developed by the Superintendent and the Association with the approval of the Board of Education. The Superintendent shall then have them reproduced and distributed.
- 3.5   The Superintendent shall be responsible for maintaining a Grievance Record of all formal proceedings that shall consist of all written communications, written arguments and briefs considered, and all written decisions at all stages, along with the full statements, and shall be available for the inspection and/or copying by the aggrieved party or the aggrieved party's representative.
- 3.6   All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the aggrieved.
- 3.7   All prior hearing officers shall be immediately notified by the aggrieved or his/her representative of an appeal to a higher stage of the formal procedure.
- 3.8   All proceedings shall be confidential until the Conditions of Acceptance have been met and shall not be deemed to require any bargaining unit member to pursue the remedies herein provided and shall not, in any manner, impair or limit the right of any bargaining unit member to pursue any other remedies available in any other forum.

D.     Section IV     Time Limits:

- 4.0   The time limits specified for either party may be extended only by mutual agreement.
- 4.1   If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance shall be discontinued and further appeal shall be barred.
- 4.2   The failure to communicate a decision within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allotted had the decision been communicated by the final day.
- 4.3   If a bargaining unit member does not file a grievance in writing within twenty (20) days after the bargaining unit member knows or should have known of the act or condition on which the grievance is based, then the grievance shall be waived. A dispute as to whether a grievance has been waived under this paragraph can be construed to be a grievance.

## ARTICLE VI

(continued)

### E. Section V Informal Procedure:

5.0 The aggrieved person may informally approach his/her immediate Supervisor/Principal, voice an alleged grievance and resolve differences independent of the Association.

5.1 Any decisions derived from informal procedures shall not be inconsistent with the terms of this Agreement or any other negotiated agreements, and shall not create a precedent or ruling binding upon either of the parties of this Agreement in future proceedings.

#### 5.2 STAGE 1: Immediate Supervisor and/or Principal

- (a) An aggrieved person shall appeal to the representative of the Grievance Committee, and together they shall draw up a Full Statement, in writing, which shall be presented by both or by the representative acting for the aggrieved to the immediate Supervisor and/or Principal.
- (b) Upon the receipt of the Full Statement, the immediate Supervisor and/or Principal, as the case may be, shall notify the representative of a hearing day to be held within five (5) days of receipt of the Full Statement.
- (c) Within five (5) days after the hearing, the immediate Supervisor and/or Principal shall render a decision, in writing, to the aggrieved person and his/her representative.

#### 5.3 STAGE 2: Superintendent of the Adirondack Central School District

- (a) If the aggrieved and the representative are not satisfied with the decision at the conclusion of STAGE 1, they shall, within five (5) days, present the grievance to the Grievance Committee for consideration.
- (b) If the Grievance Committee decides that the grievance is valid, it shall file a written appeal to the Superintendent within ten (10) days after the aggrieved has received the written decision of the immediate supervisor and/or Principal.

ARTICLE VI  
(continued)

5.3 STAGE 2: Superintendent of the Adirondack Central School District

- (c) Within five (5) days after the receipt of the appeal, the Superintendent or his/her designated representative shall hold a hearing with the aggrieved and the Grievance Committee, or its representative, and all other Parties of Interest.
- (d) The Superintendent or his/her designated representative shall render a decision, in writing, within five (5) days after the conclusion of the hearing to the aggrieved, the Grievance Committee, and its representative.

E. Section V Informal Procedure: (continued)

5.4 STAGE 3: Board of Education

- (a) If the aggrieved and the Association are not satisfied with the decision at STAGE 2, the Grievance Committee will file an appeal, in writing, with the Board of Education within ten (10) days after receiving the decision at STAGE 2. The Grievance Record shall be made available for the use of the Board of Education by the Superintendent.
- (b) Within ten (10) days after the receipt of an appeal, the Board of Education shall hold a hearing with the aggrieved and the Grievance Committee or its representative and all other Parties of Interest on the grievance. The hearing shall be conducted in executive session of the Board of Education.
- (c) Within ten (10) days after the conclusion of the hearing, the Board of Education shall render a decision, in writing, on the grievance to the aggrieved, the Grievance Committee and its representative.

5.5 STAGE 4: Arbitration

- (a) After such hearing, if the aggrieved and/or the Association are not satisfied with the decision at STAGE 3, the Association may submit the grievance to arbitration by written notice to the Board of Education within fifteen (15) days of the decision at STAGE 3. Such requests will be made to the Public Employment Relations Board. The parties will then be bound by the rules and procedures of the Public Employment Relations Board.

**ARTICLE VI**  
**(continued)**

**5.5 STAGE 4: Arbitration**

- (b) The selected arbitrator will hear the matter promptly and will issue his/her decision to the parties not later than thirty (30) calendar days from the date of the close of the hearing, or, if oral hearings have been waived, then from the date the final statements and proofs are submitted to him/her. The arbitrator's decision will be in writing and will be final and binding on the parties.
- (c) The arbitrator shall have no power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement or add or amend in any way the provision(s) therein.
- (d) The costs for the service of the arbitrator, including expenses if any, will be shared equally between the Association and the Board. Any cost involved in witness time or expense shall be borne by the party requesting such witness(es). The cost of transcripts shall be borne by the party requesting same.



## ARTICLE VII

### SCHOOL POLICY

- A. School Policy, such as rules for students, general curriculum, general scheduling, marking system, promotion regulations, and/or eligibility policy, shall be determined with the consultation of the faculty. Each year, the Building Principal and three (3) faculty members; one (1) appointed by the Building Principal and the other two (2) selected by the instructional staff within the building, will be formulated within each building unit and called a Faculty Advisory Committee; with the exception of the Boonville Elementary Building, which would have five (5) faculty members and the Building Principal, three (3) of whom are selected by the instructional staff within the Boonville Elementary Building and two (2) by the Building Principal.

- B. School Dance Policy:

The administration will consult with the faculty of each secondary building in any revision(s) of the established school dance policy. This policy shall be uniform throughout the District wherever practicable.

- C. Chaperones:

The administration will consult with the faculty in the establishment and/or revision of policies concerning the use of bargaining unit members as chaperones for athletic events, bus trips, dances or similar activities.

- D. Supervision:

The administration will consult with the faculty in the establishment and/or revision of policies concerning the supervision of students.

- E. Emergency Dismissals:

The Board of Education and the Association will, through consultation, arrive at a fair and equitable manner of providing assistance by the professional staff in each bus when emergency dismissals are made due to extreme weather conditions.

- F. School Calendar:

The school calendar shall be determined by the Board of Education after it has been proposed to the Association by the Adirondack Central School administrative staff through joint meetings with the building representative(s) elected from within the staff of each building unit.

## ARTICLE VIII

### CURRICULUM

#### A. Elementary (General Curriculum Statement):

The Faculty shall have the right and responsibility to significantly participate in the formulation of curriculum planning and change. Any such change(s) must agree with State Education requirements and concur with recommendations of the State Education Department. All changes shall be approved by the Adirondack Central School District Board of Education.

Changing the curriculum is an on-going process of any school organization; therefore, the Building Principals are responsible to initiate and coordinate curriculum review and change. Members of the faculty and each Building Principal shall meet at least once per month during the school year to identify and plan procedures for the study, evaluation and communication of the elementary curriculum.

The Association and Board agree that the professional employees' primary responsibility is the contribution they can make to the children's educational development and that their energies should be utilized to this end. It is, therefore, recognized that the purpose of Teacher Aides is to relieve professional employees solely for the purpose of promoting in-service training, recording or amassing criterion information, corridor supervision, assistance at extra-curricular events, bus duty, clerical work, inventory work, and in extreme cases, be used as a day-by-day substitute for the professional employee if a qualified, teacher-trained substitute is not available. No extended replacement of professional teachers will occur as a result of using aides or a combination of aides.

Each of the three elementary schools within this system shall have a three person committee for the purpose of reviewing and recommending needs for and distribution of aides and aide time. The Superintendent of Schools shall designate one person in each group building, preferably the Building Principal. The Association President shall designate two (2) teachers with a preference of one (1) from the primary grades and one (1) from the intermediate grades. Following the formation of each committee in each building, the committees shall have a responsibility to review and recommend to the Superintendent of Schools each individual building's needs for aide time for the subsequent school year. This report and recommendation shall be submitted by March 15th of each year. Following the establishment of aide time available in each building and the specific aides made available in each building, each committee shall have a responsibility to review the individual needs within each building as they relate to the most suitable distribution of the aides that are available for that building. This review and distribution shall be determined not later than September 15th of each school year.

## ARTICLE VIII (continued)

### B. Secondary (General Curriculum Statement):

The Faculty shall have the right and responsibility to significantly participate in the formulation of curriculum planning and change. Any such change(s) must agree with State Education requirements and concur with recommendations of the State Education Department. All changes shall be approved by the Adirondack Central School District Board of Education.

Changing the curriculum is an on-going process of any school organization; therefore, the Building Principals are responsible to initiate and coordinate curriculum review and change(s) with the faculty. Members of the faculty and each Building Principal shall meet at least once per month during the school year to identify and plan procedures for the study, evaluation and communication of the secondary curriculum.

The Association and the Board agree that the professional employees' primary responsibility is the contribution they can make to the children's educational development and that their energies should be utilized to this end. It is, therefore, recognized that the purpose of Teacher Aides is to relieve professional employees from non-teaching and/or non-professional duties. No Teacher Aide or other similarly non-certified person shall be used to replace a professional staff member or assume duties which are directly associated with the child's educational development. Teacher Aides will be hired with due regard to their ability and background. The Teacher Aide does not have to be under the direct supervision of a professional staff member. Teacher Aides will work in areas where their duties are custodial, clerical, or otherwise of a nature not requiring a professional staff member. Teacher Aides' duties may include: study hall supervision, corridor supervision, assistance at extra-curricular events, bus duty, clerical work, inventory work, and in general provide assistance to professional employees.

To organize the secondary instructional staff (Gr. 7-12), it is proposed that the setting up of departments would help in the identification and planning procedures for the study, evaluation and communication necessary to improve the secondary curriculum.

1. The secondary English, Mathematics, Science, Social Studies, Fine Arts Department, and Occupational Education departments will be departmentalized.
2. Each year the administration will recommend one (1) department chairperson for each of the departments delineated in B(1) and for any departments which are subsequently departmentalized. Department Chairpersons shall be appointed after application on a form to be prepared by the administration. The Superintendent will submit the names of the recommended candidates to the Board of Education for approval.

ARTICLE VIII  
(continued)

C. Position Guide -- Department Chairperson:

1. Board Functions:

The Department Chairperson is responsible and accountable to the Superintendent and Building Principals for all functions with respective departments. Long-range plans shall include 7-12 coordination of the program and advisement to the Building Principal(s) regarding program needs. Specified responsibilities of this position will be adopted by the Board and included in the ACS Policy Book.

2. Protocol Model:

Department Chairperson's when functioning directly as teacher, would be responsible to the Building Principal.

Department Chairpersons, when functioning as departmental leaders outside the building unit within which they teach, would be responsible to the Building Principal of that unit.

Department Chairpersons, when functioning as departmental leaders within the building unit within which they teach, would be responsible to the Building Principal of that unit.

Department Chairpersons, when functioning as departmental leaders, would be responsible to the Superintendent and Building Principal(s) when decisions are required which involve two (2) or more building units.

3. Conditions Concerning the Functions of the Department Chairpersons:

- a. No reduction in class load is to be involved in the position. The maximum number of classes that will be assigned is five (5), and every effort will be made by the Administration to assign department chairpersons a minimum number of preparations to be consistent with program needs. Any exceptions shall be by consultation with the chairperson to determine a suitable alternative.
- b. The department chairperson will be relieved of all non-instructional duties, with the exception of homeroom duties (should homerooms be reestablished at a future date.)
- c. No professional employee shall have his/her non-instructional duties increased by virtue of departmentalization.

ARTICLE VIII  
(continued)

C. Position Guide -- Department Chairperson: (continued)

3. Conditions Concerning the Functions of the Department Chairpersons:  
(continued)

- d. Substitutes for the chairpersons may be provided, upon request, to free chairpersons for peer observations of teachers, holding individual conferences with tenured and non-tenured teachers to articulate curriculum, planning, reviewing materials and equipment needs, and formulating budgets for the department.
- e. Compensation for this position of Department Chairperson for each of the departments delineated in B(1) will be as follows:

2000-01	+3.75%	\$1,979.00
2001-02	+4.0%	\$2,058.00
2002-03	+4.25%	\$2,145.00

Plus mileage.

## ARTICLE IX

### TEACHING ASSIGNMENTS

#### A. Elementary:

Grade level assignments shall be made with the consultation of the teacher(s) involved. Grade level assignments should be made according to the teacher's ability, special interests and training. Grade level and room assignments shall be made by the first of June. Changes in grade level and/or room assignments after this date shall be with the approval of the teacher(s) involved.

The Administration shall make every effort to give each teacher at least forty (40) minutes of unassigned time per day other than the lunch period.

Class size for teachers in grades kindergarten through sixth (K-6) should not exceed twenty-five (25) students; and in any event there shall be no more than thirty (30), except with the approval of the individual teacher involved.

#### B. Secondary:

Subject level assignments shall be made with the consultation of the teacher(s) involved and the department(s) involved. Subject level assignments should coincide as much as possible with the teacher's ability, special interests and training. Subject level assignments shall be made by the first of June. Changes in subject level assignments after the first of June shall be in consultation with the teacher(s) involved.

Each teacher shall have at least one (1) unassigned period per day.

Class load for teachers in grades 7-12 should not exceed five (5) classes per day and every effort will be made by the Administration to assign teachers a minimum number of preparations to be consistent with program needs.

When six (6) teaching periods are necessary, the following shall occur:

- a. Eligible staff members will be informed and offered an opportunity to volunteer for the additional teaching period. The building administrator will recommend a volunteer to the Superintendent for Board approval.
- b. If no volunteers are forthcoming the building administrator will recommend to the Superintendent a teacher to be assigned this teaching period, taking into consideration current number of preparations and class sizes.

ARTICLE IX  
(continued)

B. Secondary (continued)

In either instance, volunteer or assigned, the teacher shall receive an additional 10% in compensation. When it is necessary to assign a sixth period, the assignment shall be rotated so that, in departments of sufficient size, no individual teacher is assigned more than once in every three years in his/her area of certification.

The following proposal is presented as an attainable educational goal based upon our mutually agreed philosophy. There should be no more than twenty-five (25) students in any class; and in any event there shall be no more than thirty (30), except with the approval of the individual teacher. Class size should not exceed the number of stations within a science laboratory.

Exceptions to the above shall be:

Physical Education - Class load shall not exceed six (6) classes.

Driver Education - Class load shall not exceed six (6) classes.  
There shall be a maximum of three (3) consecutive driving classes.

Instrumental Music - Class load shall not exceed six (6) lesson  
classes and one (1) class of band.

Industrial Arts - Class size shall not exceed sixteen (16)  
students, except in extenuating  
circumstances.

Agriculture Shop - Class size shall not exceed sixteen (16)  
students, except in extenuating  
circumstances.

High School Art - Class size should not exceed twenty-four  
(24) students.

C. Elementary and Secondary:

1. The class size that a teacher has assigned to him/her on the first day of school will reflect the administration's compliance with the negotiated agreement with the number of teachers employed. Any unanticipated transfers into the District after the beginning day of the new school year (generally the first week in September) will not be considered to constitute a violation of this agreement.

ARTICLE IX  
(continued)

C. Elementary and Secondary: (continued)

2. Professional employees will provide indirect supervision for the lunch room areas and indirectly supervise any Teacher Aide assigned to any of these areas. If, in the opinion of the administration, an emergency exists as it relates to student lunch room behavior, professional employees will be assigned to directly supervise this area until a replacement is procured. Teacher Aide substitutes will be solicited and trained to fulfill duties of aides assigned on a day-to-day basis. Funds have been allocated to engage such aides.
3. In grades 7-12, a teacher may volunteer to provide cafeteria supervision in lieu of a study hall or noon hour supervision.



## ARTICLE X

### TEACHING CONDITIONS

The school day should be continuous with as few interruptions as possible.

Routine announcements should be circulated on a daily dittoed bulletin. Any other announcements should be made at the beginning or end of the day only to the people involved.

The length of the elementary school day shall be reasonably uniform for each building in the School District and should not exceed six (6) hours.

Elementary administrators, in cooperation with the elementary and special subject teachers, should formulate a special subject class schedule (art, music and physical education) with such scheduling to be determined during the last week of the regular school year.

Room assignments for subject areas will be made with the consultation of the faculty.

The extra-curricular assignments of bus duty, hall duty, cafeteria duty, study hall assignments, homeroom assignments, class and club advisors, or similar assignments during the school day may be made without pay as long as they are equally distributed among the faculty, except as modified in other sections of this contract.

## ARTICLE XI

### IN-SERVICE TRAINING PROGRAM AND ORIENTATION

To enhance the quality of instruction in the Adirondack Central School District and to improve and enrich the individual's professional value through formalized study, the Adirondack Central School District Board of Education shall sponsor in-service training programs during the school year, September 1st to June 30th.

#### A. Need:

The need for an in-service training program shall be identified through interaction between department chairpersons, faculty advisory committees, and the administration. The Board of Education shall consider approval of all in-service courses recommended to it by the administration.

#### B. Meetings:

1. Normal School Hours: A teacher would be expected to attend in-service training programs and orientation programs occurring during the school day, September 1st to June 30th, exclusive of Saturdays and holidays during the school year, since compensation is being made for ten months.
2. Outside Normal School Hours: A teacher may be requested to attend in-service training programs sponsored by the Board of Education outside the normal school day during the school year, September 1st to June 30th. Participants in each in-service training course shall decide upon the time and place of the in-service training program.

#### C. Credit:

Any Board of Education sponsored in-service training program consisting of up to fifteen (15) hours shall receive one (1) credit or stipend equal to one percent (1%) of the base salary in lieu of each credit as decided by the individual teacher.

All teachers' placement on the salary schedule will be evaluated October 1st of each calendar year as to the number of in-service credit(s) teachers have been awarded for horizontal mobility on the teaching schedule. Mobility on the schedule shall be for every thirty (30) hours earned from September 1st, 1971, and henceforth shall be limited to a maximum of fourteen (14) in-service credit hours for every thirty (30) hours on the schedule.

#### D. Conflicts:

1. Any Board of Education sponsored in-service training program shall not conflict with summer school attendance or extension courses.

**ARTICLE XI**  
**(continued)**

**D. Conflicts: (continued)**

2. Professional employees shall not be required to take courses that essentially duplicate previously acquired courses or training. The Superintendent shall resolve any conflicts concerning duplication of course work.

**E. Miscellaneous:**

Any unanticipated circumstances connected with attendance at in-service training programs will be subject to a decision by the Superintendent. An in-service training program is not to be equated to a Superintendent's Workday.

## ARTICLE XII

### FACULTY MEETINGS

All faculty meetings will be held on a certain day of the week, as determined by mutual agreement at the beginning of the school year. Meetings shall be held with five (5) school days prior notice and a written agenda should be given to teachers two (2) days prior to the meeting date. Maximum duration of the meeting shall be forty-five (45) minutes, unless the staff mutually agrees to extend the time of the meeting.

Faculty meetings will neither start any later than fifteen (15) minutes prior to teachers dismissal time, nor will they be held at night.

The parties agree that in emergency situations any or all of the above conditions may be waived.

## ARTICLE XIII

### EVALUATION OF PROFESSIONAL EMPLOYEES

#### A. Evaluation:

Procedures and written criteria on evaluation of teachers have been developed.

1. All observation of the work of a teacher shall be conducted openly and with full knowledge of the teacher.
2. All evaluations shall be reduced to writing and a copy given to the teacher within a reasonable length of time following the evaluation. If the teacher disagrees with the evaluation, he/she may submit a written response on the evaluation.
3. A teacher shall have the right to review the contents of his/her personnel file originating after original employment.
4. Each formal observation of a teacher shall be followed by a personal conference between the teacher and his/her evaluator for purpose of clarifying the written evaluation report.
5. Any disciplinary action taken against a teacher shall be appropriate to the behavior which precipitates said action.
6. No evaluation shall unduly interfere with the normal teaching-learning process.
7. Each teacher, upon his/her employment, or at the beginning of the school year, whichever is later, shall be apprised of the specific criteria upon which he/she will be evaluated.
8. Any revisions of this instrument will be presented to and discussed with the staff prior to utilization of same.
9. Teachers shall receive copies of all materials which could be used in a disciplinary or evaluative manner. The teacher shall have the opportunity to sign or initial such documents prior to their placement in the personnel file. Such signatures or initials indicate only that the teacher has seen the material. If the teacher wishes, he/she may submit a written response to any material placed in his/her file. Such written response shall be attached to the pertinent document and become part of the teacher's official file.

## ARTICLE XIV

### REGULAR SICK LEAVE

#### Section One

Professional employees shall be permitted to receive twelve (12) days of leave per year for personal sickness. Any bargaining unit member on an eleven (11) or twelve (12) month contract will be granted thirteen (13) or fourteen (14) days sick leave per year, respectively. Any unused sick leave for professional employees shall accumulate without limit.

The professional employee shall provide a doctor's verification for any absence due to illness that extends for ten (10) or more consecutive school days.

#### Notice of Accumulated Sick Leave:

Each employee shall be notified, on a yearly basis, of the number of sick days accumulated.

#### Section Two: Sick Leave Bank

##### A. Purpose

1. The Sick Leave Bank was established in order to make available to members of the bargaining unit who have exhausted their accumulated sick leave days, additional days of paid leave in the event of prolonged illness.
2. The bank shall be administered by a Sick Leave Bank Committee composed of members appointed by the Association. The Association will inform the Superintendent of the names of the committee members by October 1st of each year; and shall keep the Superintendent informed of any changes in membership during the year.

##### B. Contributions to the Bank

1. Any bargaining unit member contributing to the Bank shall be eligible to apply for leave from the Bank and such eligibility shall extend through the end of the next period for voluntary contributions.
2. A member of the bargaining unit eligible to contribute who elects not to do so may not apply to the Bank for sick leave and will not become eligible to contribute again for at least 365 days.

ARTICLE XIV  
(continued)

Section Two:            Sick Leave Bank (continued)

B.    Contributions to the Bank (continued)

3.    A member of the bargaining unit shall not be asked to contribute leave days until he/she has served one (1) full year in the District and unless he/she has at least twenty (20) days of accumulated sick leave. However, such a member shall be eligible to apply for leave from the Bank until such time that all members of the unit are again offered the opportunity to contribute to the Bank.
4.    A bargaining unit member shall be offered the opportunity to contribute to the Sick Leave Bank between September 1st and October 1st of each year when the total number of days in the Bank on August 31st is less than fifty (50).
5.    Contributions to the Bank may be made only during the one (1) month period established pursuant to the provision, and only in the amounts specified by the schedule under Section Two, B., 7., of this Article.
6.    The committee may establish a one (1) month period for voluntary contributions at another time in the year whenever the Bank contains less than fifty (50) days and it has been at least 365 days since the last voluntary contributions were requested.
7.    A teacher who contributes to the Sick Leave Bank shall donate days as shown on the following schedule:
  - a.    A bargaining unit member with sick leave accumulated to 150+ days - three (3) days per year.
  - b.    A bargaining unit member with sick leave accumulated from 75 to 149 days - two (2) days per year.
  - c.    A bargaining unit member with sick leave accumulated from 20 to 74 days - one (1) day per year.

C.    Requests for Use of Days from the Bank

1.    Such request will be sent to the Association Sick Leave Committee in writing and include the following information:
  - a.    Nature of illness.
  - b.    Physician recommendation.
  - c.    Estimate of the number of additional sick leave days needed.

ARTICLE XIV  
(continued)

Section Two:            Sick Leave Bank (continued)

C.    Requests for Use of Days from the Bank (continued)

2.    If the committee of the Association deems the request justifiable, it may grant such leave from the Sick Leave Bank.
3.    If the applicant does not use all the days allocated to him or her, the unused days will be returned to the Sick Leave Bank for future use by members of the Bank.
4.    In the case of undue hardship, an individual may petition the Association for more days.

D.    Development of Criteria for Use of Sick Leave Bank

1.    Criteria for accepting and rejecting applications for sick leave under this Section shall be developed by the Association Sick Leave Bank Committee. These criteria shall include standards for the following:
  - a.    Conditions that must be met for an applicant to receive sick leave days from the Bank.
  - b.    Basis for determining number of sick leave days to be granted to each applicant.
  - c.    A procedure for appealing from the Committee's denial of days from the Bank.
  - d.    That a majority vote is required by the Committee.
  - e.    Any other matter that will guarantee fair and equitable treatment for all members of the bargaining unit.
2.    These criteria shall be developed and distributed prior to acceptance of any requests for leave pursuant to this provision. Copies shall be provided to all members of the bargaining unit, the Superintendent and the members of the Board of Education.
3.    The Superintendent or the Association may request meetings to discuss changes in the existing criteria, and the criteria may be altered only by mutual agreement. The Committee will communicate all changes, in writing, to all unit members, the Superintendent, and the Board of Education.



## ARTICLE XV

### SPECIAL LEAVE (Personal, Emergency)

Professional employees shall be permitted to receive five (5) days of leave per year for personal reasons. Up to two (2) such days, if unused, shall be credited to accumulated sick leave. The special leave days are allowable according to the following schedule:

1. Five (5) days leave for sickness in the immediate family.\*
2. Five (5) days leave for death in the immediate family.\*
3. Leave of one (1) day each for attendance at funerals of other relatives or friends, as approved by the administration.
4. Leave of one (1) day each for attendance at weddings, as approved by the administration.

\*The immediate family is interpreted to mean husband, wife, children, mother, father, brothers, sisters, and corresponding in-laws.

5. Leave of one (1) day each for attendance at graduations, as approved by the administration.
6. Leave for legal transactions and required attendance will be subject to the approval of the administration.
7. Leave of one (1) day without reason on three (3) days notice to the Building Principal, except in emergency situations. Such days shall not be used before or after a holiday or vacation period, or for recreational purposes. The use of each day shall be limited to three (3) teachers on a given day.
8. Leave for unusual reasons will be subject to the approval of the Superintendent.
9. Additional personal days may be granted by the Superintendent at his/her discretion.

## ARTICLE XVI

### INJURY ON THE JOB

- A. If a compensatory injury (job related) makes it necessary that a bargaining unit member be absent from work, the teacher may elect to draw one (1) day of sick leave for each day of such absence to the extent that accumulated sick leave permits, in lieu of Worker's Compensation weekly payments. If the bargaining unit member is unable to return to work at the expiration of sick leave accumulation and remains eligible for Worker's Compensation benefits, the bargaining unit member shall receive the then currently payable weekly salary under the Worker's Compensation Law.
- B. The bargaining unit member must return to the District all Worker's Compensation payments received on account of such absence covered by sick leave days. The District shall return to the bargaining unit members sick leave accumulation the number of days for which it is reimbursed by the Worker's Compensation Board. Under current law, the first seven (7) calendar days of an absence due to an injury are exempt from weekly benefits, unless the absence exceeds fourteen (14) calendar days. If the absence has exceeded fourteen (14) days and the bargaining unit member is eligible for Worker's Compensation benefits for the first week's absence, then the District shall also return these days to the bargaining unit members sick leave accumulation.

All determinations by the Worker's Compensation Board in all matters of on-the-job injuries are final.

## ARTICLE XVII

### SABBATICAL LEAVE

Upon the recommendation of the Superintendent, the Board of Education may grant a sabbatical leave for graduate study and/or travel to Principals and teachers who have completed at least (7) seven years of satisfactory service, subject to the following conditions.

1. Three percent (3%) of the staff of the School District will be the maximum number allowed to receive a sabbatical leave at the same time.
2. Preference shall be given to applications for sabbatical leave on the basis of seniority of service.
3. No sabbatical leave shall be granted for a portion of a term.
4. Permission for a sabbatical leave may be terminated if a substitute teacher cannot be hired to take a teacher's place. The School Board should give the candidate one hundred twenty (120) calendar days notice before the leave is to begin, so that the teacher or administrator can notify the university.
5. A sabbatical leave shall not be granted for the purpose of engaging in gainful occupation or in the study for another trade or profession.
6. The compensation for the year of leave should be figured according to the step he/she would be on that year.
7. Applications for a sabbatical leave should be made in writing to the Building Principal and shall state fully the purpose of the request made. In the case of teachers, the application should carry the recommendation of the Principal. The Building Principal shall submit his/her recommendation to the Superintendent.
8. During the period of sabbatical leave, a teacher will receive compensation of either one term's pay for one term, or half pay for a full school year.
9. Within one (1) month of resumption of service, each teacher or Principal who has been absent from duty on account of sabbatical leave shall make a report in writing to the Superintendent stating how the leave was spent.
10. The Board of Education reserves the right to reject any or all requests for sabbatical leaves of absence.
11. The teacher shall be guaranteed the right to return to the same teaching position held at the time sabbatical leave was granted and he/she shall continue on step as if service has not been interrupted.
12. After submission of application and acceptance by the Board of Education, the professional employee agrees to sign the following declaration:

ARTICLE XVII  
(continued)

I hereby declare that it is my intention to return to the Adirondack Central School System upon the expiration of any sabbatical leave granted to me, and to serve on the staff of said school for at least two (2) years after my return. To induce Adirondack Central School to grant my request for sabbatical leave, I hereby agree that in the event that I shall fail to serve for such period of two (2) years after my return, I will repay a portion or all of the money received by me from Adirondack Central School during the period of my sabbatical leave, the amount of such refund to be determined in the following manner: I agree to refund to Adirondack Central School an amount equal to one-fourth (1/4th) of the total amount paid to me during my sabbatical leave for each one-half year of such two-year period that I shall fail to serve in the employ of Adirondack Central School, and I agree to pay such refund in one sum or in installments, without interest, within a period of not more than three (3) years from the expiration of my sabbatical leave. This agreement is made subject to the following condition: If my failure to complete the required two (2) years of service mentioned above shall be the result of death, permanent disability or other conditions beyond my control, then the foregoing agreement to make repayment shall be void and of no effect. I also understand that my sabbatical leave may be terminated at any time in the event that I shall deviate from the planned program as hereinabove submitted without the prior permission of the Chief Administrative Officer of Adirondack Central School. By mutual agreement between the teacher and the Board of Education, this two (2) year service requirement beyond the sabbatical leave may be waived.

## ARTICLE XVIII

### MILITARY LEAVE

1. A member of the teaching, nursing or supervising staff in a school district other than a school district employing a superintendent of schools shall be entitled to absent himself/herself from his/her position while engaged in the performance of military duty and shall be deemed to have a leave of absence for the duration of such military duty. Such person shall be reinstated to his/her position provided he/she makes application for such reinstatement within sixty (60) days after the termination of his/her military duty, notwithstanding that his/her contract with the school district shall have expired.
2. Any appointment to fill the vacancy of a bargaining unit member absent on military duty must be designated as a substitute appointment. A contract need not be given to a substitute appointee. If, however, a teacher receives a contract, he/she is entitled to serve in accordance with its terms. Every substitute appointment must be for a period not exceeding the leave of absence of the former incumbent who is in the military service. The service of the substitute employee may be terminated at any time at the discretion of the Board of Education.
3. The appointment of a substitute must terminate (a) upon return of the former incumbent to his/her position, or (b) upon the death or permanent disability of the former incumbent or upon the failure of the former incumbent to return to said position within ninety (90) days after the termination of his/her military duty, and upon the happening of any such events, said position may be filled in the manner provided by law.
4. A member of the teaching, nursing or supervising staff may elect, while on military duty, to contribute to the retirement system the amount which he/she would have contributed had his/her employment been continuous and upon making such contribution, he/she shall have the same rights in respect to membership in the retirement system as he/she would have had if he/she had been present and continuously engaged in the performance of the duties of his/her position.
5. Time during which a member is absent on military duty will not constitute an interruption of continuous employment, but such time will not be counted or included in determining the length of total service, unless such member contributes to the retirement system the amount he/she would have been required to contribute if he/she had been continuously employed during such period. Such contributions, or any part thereof, may be paid at any time while on military duty, or within five (5) years after the date of his/her restoration to his/her position.

Boards of Education and trustees must pay to the retirement system an amount equal to the percentage of the salary of the employee absent on military duty which the Board would have paid had he/she remained in teaching service.

**ARTICLE XVIII**  
**(continued)**

**5. (continued)**

A member of the retirement system, while on military duty, or his/her beneficiary, as the case may be, is entitled to all the benefits of the retirement system.

**6. Any employee restored to his/her position after termination of his/her military duty is entitled to the rate of compensation he/she would have received had he/she remained in his/her position continuously during such period of military duty.**

## ARTICLE XIX

### MISCELLANEOUS LEAVE

#### A. Conference Leave:

1. Every professional employee who attends a conference on school time or at District expense will be expected to submit a written report on the conference. This report will cover the date, place, time, a summary of the conference, and the benefit to the person attending the conference.
2. The Board will pay for lodging, mileage (if a school vehicle is not available), meals and conference registration fees for instructional staff who have prior approval to attend a conference. Every attempt will be made to distribute moneys for conferences based on the number of professional employees in each building unit as follows: Central High School 27%; Boonville K-8 Building 43%; West Leyden 13%; Forestport 7%; and Department Heads 10%.
3. The Board of Education will grant eight (8) days totally for Association leave purposes (i.e. NYSUT conference). The delegate(s) or alternate to the NYSUT Representative Assembly or Retirement Conference shall be allowed to attend such Representative Assembly or Retirement Conference without loss of pay. Any professional employee serving in an official capacity in a state or national educational or professional organization shall be allowed time to attend meetings, conferences or conventions of such organizations without loss of pay.
4. A professional employee may be allowed one (1) day for leave each year for the purpose of visiting another school, as approved by the administration.
5. Any professional employee who attends an approved conference with his/her personal vehicle will be compensated at the prevailing IRS rate if a school-owned vehicle is not available.

#### B. Maternity Leave:

1. Maternity Leave of Absence may begin at any time during the months prior to the anticipated birth of the child. A thirty (30) day written notice is required. The School District may require a doctor's certificate for the teacher to continue work during pregnancy.
2. A bargaining unit member granted Maternity Leave shall be eligible for sick leave pay within her accumulated sick leave for the school workdays that she is unable to work due to her physical disability. The bargaining unit member's attending physician must certify that her physical disability prevents her from working. Sick leave will be based upon that period of time as certified by said physician.

ARTICLE XIX  
(continued)

B. Maternity Leave: (continued)

3. Up to two (2) years will be granted as unpaid leave of absence. (For purposes of this section, the date of adoption of a preschool child shall have the same effect as date of birth.)
4. A bargaining unit member may return prior to the end of the unpaid leave of absence provided that the District has received forty-five (45) days written notification of a desire to return and such return is recommended at the beginning of a semester.
5. In no event shall a bargaining unit member be eligible for sick leave payments while the teacher is on an unpaid leave of absence.

C. Leave for Jury Duty:

A professional employee shall be allowed to serve on jury duty with no loss of pay. Jury pay shall be returned to the Board of Education for days served when school is in session, or days of employment in the case of employees who work beyond the regular school year.

D. Leave of Absence:

When any professional employee finds it necessary to secure an unpaid leave of absence, the employee should make the same known to the Superintendent, who will in turn notify the Board of Education, and at its discretion will determine whether or not a leave is to be allowed, and if allowed, the duration of the leave up to two (2) years.

E. Placement Upon Return From Leave:

If a bargaining unit member, upon commencing a leave of absence as outlined in B or D above, has received at least eight (8) pay checks (a minimum of fifteen (15) weeks of service) during a school year, that teacher shall be advanced one (1) step on the salary schedule upon his/her return to service.



## ARTICLE XX

### TERMINAL LEAVE PAY

A longevity increment will be based upon the accumulated regular sick leave as follows:

1. To be eligible for a longevity increment, an employee must have a minimum of ten (10) years service in the School District.
2. An employee, one (1) year prior to retirement, upon making application of intent to retire to the Board of Education, will be thirty dollars (\$30.00) per day effective July 1, 2000, thirty-five dollars (\$35.00) per day effective July 1, 2001, and forty dollars (\$40.00) per day effective July 1, 2002, of accumulated applicable sick leave. The number of sick days applicable to a longevity increment will be limited to one-half (1/2) of the teacher's accumulated sick time. The remaining sick days, plus twelve (12) days for the last year of service, will be retained for sick leave purposes.
3. The bargaining unit member must retire from the school system upon completion of the year in which he/she receives a longevity increment as part of his/her regular salary, unless the School Board and the bargaining unit member agree to continue the bargaining unit members employment. This agreement between the School Board and the bargaining unit member will comply with the contract in effect.

## ARTICLE XXI

### SALARY SCHEDULES

#### Base Locked On Step Stipend

Beginning with the 1995-96 school year, a stipend, based on three and one half percent (3 1/2%) of Step B1-1, will be added for staff members who have no vertical movement (Base Locked on Step Stipend). The base of the locked on step stipend will be the current calculated base in each school year. The stipend payment will be the current school year base times the accumulated years the staff member has had no vertical movement.

#### Graduate Hours

An increase of allowable graduate hours to 90 (D 11 on the Salary Schedule) is agreeable with the following conditions:

1. This schedule would be inserted in the 1997-98 contract year and become effective in the 1998-99 school year.
2. No credit will be given for courses in the 61-90 credit block completed prior to September 1, 1997.
3. All courses in the 61-90 credit block will be pre-approved and must be directly related to improvement of the skills, abilities and knowledge in the current assignment/certification area as determined by the Superintendent. Notification of decision will be provided within five (5) working days of submission of course description. Reasons will be provided if denied.

ARTICLE XXI  
SALARY SCHEDULES  
2000-01

STEP	B1	B1.5	B2	B2.5	B3	B3.5	B4	B4.5	B5
1	22738	22966	23193	23421	23648	23875	24103	24330	24558
2	23875	24103	24330	24558	24785	25012	25240	25467	25694
3	25012	25240	25467	25694	25922	26149	26377	26604	26831
4	26149	26377	26604	26831	27059	27286	27513	27741	27968
5	27286	27513	27741	27968	28196	28423	28650	28878	29105
6	28423	28650	28878	29105	29333	29560	29787	30015	30242
7	29560	29787	30015	30242	30469	30697	30924	31152	31379
8	30697	30924	31152	31379	31606	31834	32061	32288	32516
9	31834	32061	32288	32516	32743	32971	33198	33425	33653
10	32971	33198	33425	33653	33880	34107	34335	34562	34790
11	34107	34335	34562	34790	35017	35244	35472	35699	35927
12	35244	35472	35699	35927	36154	36381	36609	36836	37063
13	36381	36609	36836	37063	37291	37518	37746	37973	38200
14	37518	37746	37973	38200	38428	38655	38882	39110	39337
15	38655	38882	39110	39337	39565	39792	40019	40247	40474
16	39792	40019	40247	40474	40702	40929	41156	41384	41611
17	40929	41156	41384	41611	41838	42066	42293	42521	42748
18	42066	42293	42521	42748	42975	43203	43430	43657	43885
19	43203	43430	43657	43885	44112	44340	44567	44794	45022
20	44340	44567	44794	45022	45249	45476	45704	45931	46159
21	45476	45704	45931	46159	46386	46613	46841	47068	47296
22							47978	48205	48432
23									
24									

STEP	B5.5	D1	D1.5	D2	D2.5	D3	D3.5	D4	D4.5
1	24785	25012	25240	25467	25694	25922	26149	26377	26604
2	25922	26149	26377	26604	26831	27059	27286	27513	27741
3	27059	27286	27513	27741	27968	28196	28423	28650	28878
4	28196	28423	28650	28878	29105	29333	29560	29787	30015
5	29333	29560	29787	30015	30242	30469	30697	30924	31152
6	30469	30697	30924	31152	31379	31606	31834	32061	32288
7	31606	31834	32061	32288	32516	32743	32971	33198	33425
8	32743	32971	33198	33425	33653	33880	34107	34335	34562
9	33880	34107	34335	34562	34790	35017	35244	35472	35699
10	35017	35244	35472	35699	35927	36154	36381	36609	36836
11	36154	36381	36609	36836	37063	37291	37518	37746	37973
12	37291	37518	37746	37973	38200	38428	38655	38882	39110
13	38428	38655	38882	39110	39337	39565	39792	40019	40247
14	39565	39792	40019	40247	40474	40702	40929	41156	41384
15	40702	40929	41156	41384	41611	41838	42066	42293	42521
16	41838	42066	42293	42521	42748	42975	43203	43430	43657
17	42975	43203	43430	43657	43885	44112	44340	44567	44794
18	44112	44340	44567	44794	45022	45249	45476	45704	45931
19	45249	45476	45704	45931	46159	46386	46613	46841	47068
20	46386	46613	46841	47068	47296	47523	47750	47978	48205
21	47523	47750	47978	48205	48432	48660	48887	49115	49342
22	48660	48887	49115	49342	49569	49797	50024	50251	50479
23		50024	50251	50479	50706	50934	51161	51388	51616
24									

Master's Degree Stipend: \$250.00

Longevities: Longevity will be paid after 17, 22 and 26 years of service, ten (10) of which have been in the District.

After 17th Year = \$945, After 22nd Year = \$1,020, After 26th Year = \$1,300.  
Department Chairman = \$1,979.

Base Locked On Step Stipend - \$796.00

ARTICLE XXI  
SALARY SCHEDULES  
2000-01

STEP	D5	D5.5	D6	D6.5	D7	D7.5	D8	D8.5	D9	D9.5	D10	D10.5	D11
1	26831	27059	27286	27513	27741	27968	28196	28423	28650	28878	29105	29333	29560
2	27968	28196	28423	28650	28878	29105	29333	29560	29787	30015	30242	30469	30697
3	29105	29333	29560	29787	30015	30242	30469	30697	30924	31152	31379	31606	31834
4	30242	30469	30697	30924	31152	31379	31606	31834	32061	32288	32516	32743	32971
5	31379	31606	31834	32061	32288	32516	32743	32971	33198	33425	33653	33880	34107
6	32516	32743	32971	33198	33425	33653	33880	34107	34335	34562	34790	35017	35244
7	33653	33880	34107	34335	34562	34790	35017	35244	35472	35699	35927	36154	36381
8	34790	35017	35244	35472	35699	35927	36154	36381	36609	36836	37063	37291	37518
9	35927	36154	36381	36609	36836	37063	37291	37518	37746	37973	38200	38428	38655
10	37063	37291	37518	37746	37973	38200	38428	38655	38882	39110	39337	39565	39792
11	38200	38428	38655	38882	39110	39337	39565	39792	40019	40247	40474	40702	40929
12	39337	39565	39792	40019	40247	40474	40702	40929	41156	41384	41611	41838	42066
13	40474	40702	40929	41156	41384	41611	41838	42066	42293	42521	42748	42975	43203
14	41611	41838	42066	42293	42521	42748	42975	43203	43430	43657	43885	44112	44340
15	42748	42975	43203	43430	43657	43885	44112	44340	44567	44794	45022	45249	45476
16	43885	44112	44340	44567	44794	45022	45249	45476	45704	45931	46159	46386	46613
17	45022	45249	45476	45704	45931	46159	46386	46613	46841	47068	47296	47523	47750
18	46159	46386	46613	46841	47068	47296	47523	47750	47978	48205	48432	48660	48887
19	47296	47523	47750	47978	48205	48432	48660	48887	49115	49342	49569	49797	50024
20	48432	48660	48887	49115	49342	49569	49797	50024	50251	50479	50706	50934	51161
21	49569	49797	50024	50251	50479	50706	50934	51161	51388	51616	51843	52071	52298
22	50706	50934	51161	51388	51616	51843	52071	52298	52525	52753	52980	53207	53435
23	51843	52071	52298	52525	52753	52980	53207	53435	53662	53890	54117	54344	54572
24		53435	53662	53890	54117	54344	54572	54799	55026	55254	55481	55709	

Master's Degree Stipend: \$250.00

Longevities: Longevity will be paid after 17, 22 and 26 years of service, ten (10) of which have been in the District.

After 17th Year = \$945, After 22nd Year = \$1,020, After 26th Year = \$1,300.

Department Chairman = \$1,979.

Base Locked On Step Stipend - \$796.00

ARTICLE XXI  
SALARY SCHEDULES  
2001-02

STEP	B1	B1.5	B2	B2.5	B3	B3.5	B4	B4.5	B5
1	23073	23304	23535	23766	23996	24227	24458	24689	24919
2	24227	24458	24689	24919	25150	25381	25612	25842	26073
3	25381	25612	25842	26073	26304	26534	26765	26996	27227
4	26534	26765	26996	27227	27457	27688	27919	28150	28380
5	27688	27919	28150	28380	28611	28842	29072	29303	29534
6	28842	29072	29303	29534	29765	29995	30226	30457	30688
7	29995	30226	30457	30688	30918	31149	31380	31611	31841
8	31149	31380	31611	31841	32072	32303	32533	32764	32995
9	32303	32533	32764	32995	33226	33456	33687	33918	34149
10	33456	33687	33918	34149	34379	34610	34841	35071	35302
11	34610	34841	35071	35302	35533	35764	35994	36225	36456
12	35764	35994	36225	36456	36687	36917	37148	37379	37609
13	36917	37148	37379	37609	37840	38071	38302	38532	38763
14	38071	38302	38532	38763	38994	39225	39455	39686	39917
15	39225	39455	39686	39917	40148	40378	40609	40840	41070
16	40378	40609	40840	41070	41301	41532	41763	41993	42224
17	41532	41763	41993	42224	42455	42686	42916	43147	43378
18	42686	42916	43147	43378	43608	43839	44070	44301	44531
19	43839	44070	44301	44531	44762	44993	45224	45454	45685
20	44993	45224	45454	45685	45916	46146	46377	46608	46839
21	46146	46377	46608	46839	47069	47300	47531	47762	47992
22							48685	48915	49146
23									
24									

STEP	B5.5	D1	D1.5	D2	D2.5	D3	D3.5	D4	D4.5
1	25150	25381	25612	25842	26073	26304	26534	26765	26996
2	26304	26534	26765	26996	27227	27457	27688	27919	28150
3	27457	27688	27919	28150	28380	28611	28842	29072	29303
4	28611	28842	29072	29303	29534	29765	29995	30226	30457
5	29765	29995	30226	30457	30688	30918	31149	31380	31611
6	30918	31149	31380	31611	31841	32072	32303	32533	32764
7	32072	32303	32533	32764	32995	33226	33456	33687	33918
8	33226	33456	33687	33918	34149	34379	34610	34841	35071
9	34379	34610	34841	35071	35302	35533	35764	35994	36225
10	35533	35764	35994	36225	36456	36687	36917	37148	37379
11	36687	36917	37148	37379	37609	37840	38071	38302	38532
12	37840	38071	38302	38532	38763	38994	39225	39455	39686
13	38994	39225	39455	39686	39917	40148	40378	40609	40840
14	40148	40378	40609	40840	41070	41301	41532	41763	41993
15	41301	41532	41763	41993	42224	42455	42686	42916	43147
16	42455	42686	42916	43147	43378	43608	43839	44070	44301
17	43608	43839	44070	44301	44531	44762	44993	45224	45454
18	44762	44993	45224	45454	45685	45916	46146	46377	46608
19	45916	46146	46377	46608	46839	47069	47300	47531	47762
20	47069	47300	47531	47762	47992	48223	48454	48685	48915
21	48223	48454	48685	48915	49146	49377	49607	49838	50069
22	49377	49607	49838	50069	50300	50530	50761	50992	51223
23		50761	50992	51223	51453	51684	51915	52145	52376
24									

Master's Degree Stipend: \$250.00

Longevities: Longevity will be paid after 17, 22 and 26 years of service, ten (10) of which have been in the District.

After 17th Year = \$945, After 22nd Year = \$1,020, After 26th Year = \$1,300.

Department Chairman = \$2,058.

Base Locked On Step Stipend - \$808.00

# ARTICLE XXI

## SALARY SCHEDULES 2001-02

STEP	D5	D5.5	D6	D6.5	D7	D7.5	D8	D8.5	D9	D9.5	D10	D10.5	D11
1	27227	27457	27688	27919	28150	28380	28611	28842	29072	29303	29534	29765	29995
2	28380	28611	28842	29072	29303	29534	29765	29995	30226	30457	30688	30918	31149
3	29534	29765	29995	30226	30457	30688	30918	31149	31380	31611	31841	32072	32303
4	30688	30918	31149	31380	31611	31841	32072	32303	32533	32764	32995	33226	33456
5	31841	32072	32303	32533	32764	32995	33226	33456	33687	33918	34149	34379	34610
6	32995	33226	33456	33687	33918	34149	34379	34610	34841	35071	35302	35533	35764
7	34149	34379	34610	34841	35071	35302	35533	35764	35994	36225	36456	36687	36917
8	35302	35533	35764	35994	36225	36456	36687	36917	37148	37379	37609	37840	38071
9	36456	36687	36917	37148	37379	37609	37840	38071	38302	38532	38763	38994	39225
10	37609	37840	38071	38302	38532	38763	38994	39225	39455	39686	39917	40148	40378
11	38763	38994	39225	39455	39686	39917	40148	40378	40609	40840	41070	41301	41532
12	39917	40148	40378	40609	40840	41070	41301	41532	41763	41993	42224	42455	42686
13	41070	41301	41532	41763	41993	42224	42455	42686	42916	43147	43378	43608	43839
14	42224	42455	42686	42916	43147	43378	43608	43839	44070	44301	44531	44762	44993
15	43378	43608	43839	44070	44301	44531	44762	44993	45224	45454	45685	45916	46146
16	44531	44762	44993	45224	45454	45685	45916	46146	46377	46608	46839	47069	47300
17	45685	45916	46146	46377	46608	46839	47069	47300	47531	47762	47992	48223	48454
18	46839	47069	47300	47531	47762	47992	48223	48454	48685	48915	49146	49377	49607
19	47992	48223	48454	48685	48915	49146	49377	49607	49838	50069	50300	50530	50761
20	49146	49377	49607	49838	50069	50300	50530	50761	50992	51223	51453	51684	51915
21	50300	50530	50761	50992	51223	51453	51684	51915	52145	52376	52607	52838	53068
22	51453	51684	51915	52145	52376	52607	52838	53068	53299	53530	53761	53991	54222
23	52607	52838	53068	53299	53530	53761	53991	54222	54453	54684	54914	55145	55376
24		54222	54453	54684	54914	55145	55376	55606	55837	56068	56299	56529	

Master's Degree Stipend: \$250.00

Longevities: Longevity will be paid after 17, 22 and 26 years of service, ten (10) of which have been in the District.

After 17th Year = \$945, After 22nd Year = \$1,020, After 26th Year = \$1,300.

Department Chairman = \$2,058.

Base Locked On Step Stipend - \$808.00

# ARTICLE XXI

## SALARY SCHEDULES 2002-03

STEP	B1	B1.5	B2	B2.5	B3	B3.5	B4	B4.5	B5
1	23490	23725	23960	24195	24430	24665	24900	25135	25370
2	24665	24900	25135	25370	25605	25839	26074	26309	26544
3	25839	26074	26309	26544	26779	27014	27249	27484	27719
4	27014	27249	27484	27719	27954	28188	28423	28658	28893
5	28188	28423	28658	28893	29128	29363	29598	29833	30068
6	29363	29598	29833	30068	30303	30537	30772	31007	31242
7	30537	30772	31007	31242	31477	31712	31947	32182	32417
8	31712	31947	32182	32417	32652	32886	33121	33356	33591
9	32886	33121	33356	33591	33826	34061	34296	34531	34766
10	34061	34296	34531	34766	35001	35235	35470	35705	35940
11	35235	35470	35705	35940	36175	36410	36645	36880	37115
12	36410	36645	36880	37115	37350	37584	37819	38054	38289
13	37584	37819	38054	38289	38524	38759	38994	39229	39464
14	38759	38994	39229	39464	39699	39933	40168	40403	40638
15	39933	40168	40403	40638	40873	41108	41343	41578	41813
16	41108	41343	41578	41813	42048	42282	42517	42752	42987
17	42282	42517	42752	42987	43222	43457	43692	43927	44162
18	43457	43692	43927	44162	44397	44631	44866	45101	45336
19	44631	44866	45101	45336	45571	45806	46041	46276	46511
20	45806	46041	46276	46511	46746	46980	47215	47450	47685
21	46980	47215	47450	47685	47920	48155	48390	48625	48860
22							49564	49799	50034
23									
24									

STEP	B5.5	D1	D1.5	D2	D2.5	D3	D3.5	D4	D4.5
1	25605	25839	26074	26309	26544	26779	27014	27249	27484
2	26779	27014	27249	27484	27719	27954	28188	28423	28658
3	27954	28188	28423	28658	28893	29128	29363	29598	29833
4	29128	29363	29598	29833	30068	30303	30537	30772	31007
5	30303	30537	30772	31007	31242	31477	31712	31947	32182
6	31477	31712	31947	32182	32417	32652	32886	33121	33356
7	32652	32886	33121	33356	33591	33826	34061	34296	34531
8	33826	34061	34296	34531	34766	35001	35235	35470	35705
9	35001	35235	35470	35705	35940	36175	36410	36645	36880
10	36175	36410	36645	36880	37115	37350	37584	37819	38054
11	37350	37584	37819	38054	38289	38524	38759	38994	39229
12	38524	38759	38994	39229	39464	39699	39933	40168	40403
13	39699	39933	40168	40403	40638	40873	41108	41343	41578
14	40873	41108	41343	41578	41813	42048	42282	42517	42752
15	42048	42282	42517	42752	42987	43222	43457	43692	43927
16	43222	43457	43692	43927	44162	44397	44631	44866	45101
17	44397	44631	44866	45101	45336	45571	45806	46041	46276
18	45571	45806	46041	46276	46511	46746	46980	47215	47450
19	46746	46980	47215	47450	47685	47920	48155	48390	48625
20	47920	48155	48390	48625	48860	49095	49329	49564	49799
21	49095	49329	49564	49799	50034	50269	50504	50739	50974
22	50269	50504	50739	50974	51209	51444	51678	51913	52148
23		51678	51913	52148	52383	52618	52853	53088	53323
24									

Master's Degree Stipend: \$250.00

Longevities: Longevity will be paid after 17, 22 and 26 years of service, ten (10) of which have been in the District.

After 17th Year = \$945, After 22nd Year = \$1,020, After 26th Year = \$1,300.

Department Chairman = \$2,145.

Base Locked On Step Stipend - \$822.00

# ARTICLE XXI

## SALARY SCHEDULES

2002-03

STEP	D5	D5.5	D6	D6.5	D7	D7.5	D8	D8.5	D9	D9.5	D10	D10.5	D11
1	27719	27954	28188	28423	28658	28893	29128	29363	29598	29833	30068	30303	30537
2	28893	29128	29363	29598	29833	30068	30303	30537	30772	31007	31242	31477	31712
3	30068	30303	30537	30772	31007	31242	31477	31712	31947	32182	32417	32652	32886
4	31242	31477	31712	31947	32182	32417	32652	32886	33121	33356	33591	33826	34061
5	32417	32652	32886	33121	33356	33591	33826	34061	34296	34531	34766	35001	35235
6	33591	33826	34061	34296	34531	34766	35001	35235	35470	35705	35940	36175	36410
7	34766	35001	35235	35470	35705	35940	36175	36410	36645	36880	37115	37350	37584
8	35940	36175	36410	36645	36880	37115	37350	37584	37819	38054	38289	38524	38759
9	37115	37350	37584	37819	38054	38289	38524	38759	38994	39229	39464	39699	39933
10	38289	38524	38759	38994	39229	39464	39699	39933	40168	40403	40638	40873	41108
11	39464	39699	39933	40168	40403	40638	40873	41108	41343	41578	41813	42048	42282
12	40638	40873	41108	41343	41578	41813	42048	42282	42517	42752	42987	43222	43457
13	41813	42048	42282	42517	42752	42987	43222	43457	43692	43927	44162	44397	44631
14	42987	43222	43457	43692	43927	44162	44397	44631	44866	45101	45336	45571	45806
15	44162	44397	44631	44866	45101	45336	45571	45806	46041	46276	46511	46746	46980
16	45336	45571	45806	46041	46276	46511	46746	46980	47215	47450	47685	47920	48155
17	46511	46746	46980	47215	47450	47685	47920	48155	48390	48625	48860	49095	49329
18	47685	47920	48155	48390	48625	48860	49095	49329	49564	49799	50034	50269	50504
19	48860	49095	49329	49564	49799	50034	50269	50504	50739	50974	51209	51444	51678
20	50034	50269	50504	50739	50974	51209	51444	51678	51913	52148	52383	52618	52853
21	51209	51444	51678	51913	52148	52383	52618	52853	53088	53323	53558	53793	54027
22	52383	52618	52853	53088	53323	53558	53793	54027	54262	54497	54732	54967	55202
23	53558	53793	54027	54262	54497	54732	54967	55202	55437	55672	55907	56142	56376
24			55202	55437	55672	55907	56142	56376	56611	56846	57081	57316	57551

Master's Degree Stipend: \$250.00

Longevities: Longevity will be paid after 17, 22 and 26 years of service, ten (10) of which have been in the District.

After 17th Year = \$945, After 22nd Year = \$1,020, After 26th Year = \$1,300.

Department Chairman = \$2,145.

Base Locked On Step Stipend - \$822.00



## ARTICLE XXI

### REGISTERED NURSES SALARY and LONGEVITY SCHEDULES

#### SCHOOL YEAR 2000-01:

##### Per Hour:

Longevity One	\$1.16
Longevity Two	\$0.39
Longevity Three	\$0.44
Longevity Four	\$0.26

##### Per Hour:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$15.06	\$15.18	\$15.30	\$15.42	\$15.54	\$15.66	\$15.78	\$15.90	\$16.02	\$16.14

#### SCHOOL YEAR 2001-02

##### Per Hour:

Longevity One	\$1.16
Longevity Two	\$0.39
Longevity Three	\$0.44
Longevity Four	\$0.26

##### Per Hour:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$15.68	\$15.80	\$15.92	\$16.04	\$16.16	\$16.28	\$16.40	\$16.52	\$16.64	\$16.76

#### SCHOOL YEAR 2002-03

##### Per Hour:

Longevity One	\$1.16
Longevity Two	\$0.39
Longevity Three	\$0.44
Longevity Four	\$0.26

##### Per Hour:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$16.30	\$16.42	\$16.54	\$16.66	\$16.78	\$16.90	\$17.02	\$17.14	\$17.26	\$17.38

## ARTICLE XXI

(continued)

## ADIRONDACK CENTRAL SCHOOL INDEX SALARY SCHEDULE

<u>Step</u>	<u>Schedule 1 *</u> <u>(Bachelor's Degree)</u>	<u>Schedule 2 *</u> <u>(Master's Degree or</u> <u>Bachelor's + 30)</u>	<u>M.A. + 30</u> <u>or</u> <u>B.A. + 60</u>	<u>M.A. + 60</u> <u>or</u> <u>B.A. + 90</u>
1	1.00	1.10	1.20	1.30
2	1.05	1.15	1.25	1.35
3	1.10	1.20	1.30	1.40
4	1.15	1.25	1.35	1.45
5	1.20	1.30	1.40	1.50
6	1.25	1.35	1.45	1.55
7	1.30	1.40	1.50	1.60
8	1.35	1.45	1.55	1.65
9	1.40	1.50	1.60	1.70
10	1.45	1.55	1.65	1.75
11	1.50	1.60	1.70	1.80
12	1.55	1.65	1.75	1.85
13	1.60	1.70	1.80	1.90
14	1.65	1.75	1.85	1.95
15	1.70	1.80	1.90	2.00
16	1.75	1.85	1.95	2.05
17	1.80	1.90	2.00	2.10
18	1.85	1.95	2.05	2.15
19	1.90	2.00	2.10	2.20
20	1.95	2.05	2.15	2.25

ARTICLE XXI  
(continued)

ADIRONDACK CENTRAL SCHOOL INDEX SALARY SCHEDULE

<u>Step</u>	<u>Schedule 1 *</u> <u>(Bachelor's Degree)</u>	<u>Schedule 2 *</u> <u>(Master's Degree or</u> <u>Bachelor's + 30)</u>	<u>M.A. + 30</u> <u>or</u> <u>B.A. + 60</u>	<u>M.A. + 60</u> <u>or</u> <u>B.A. + 90</u>
21	2.00	2.10	2.20	2.30
22		2.15	2.25	2.35
23		2.20	2.30	2.40
24			2.35	2.45

\* For salary increments between these schedules, there is an increase of one percent (.01) of the minimum for every three (3) hours of approved graduate credit.

## ARTICLE XXII

### EXTRA CURRICULAR ASSIGNMENTS

- A. It is agreed that the maintenance of athletic and non-athletic activities, as defined in this contract, is an important segment of the total educational program for students. The ATA will work with the administration in an effort to obtain certified instructors for these activities.
- B. The following extra curricular activities shall require time beyond the ordinary school day. Intramural activities shall be defined as activities conducted beyond the ordinary school day. Upon Board of Education approval of the activities, compensation for extra-curricular athletics shall be made in three (3) installments commencing one (1) month after the start of the regular sports season, according to the following schedule:

**ARTICLE XXII**  
(continued)

**2000-01 EXTRA-CURRICULAR SALARY SCHEDULE**

Base = \$27,166

Percent of Base	2.00%	3.00%	3.50%	4.00%	5.00%	5.50%
Salary Grade	1	2	3	4	5	6

Years of  
Experience:

0-2	\$543	\$ 815	\$ 951	\$1,087	\$1,358	\$1,494
3-4	\$679	\$ 951	\$1,087	\$1,222	\$1,494	\$1,630
5-6	\$815	\$1,087	\$1,222	\$1,358	\$1,630	\$1,766
7+	\$951	\$1,222	\$1,358	\$1,494	\$1,766	\$1,902

6.00%	7.00%	7.50%	8.00%	10.00%
7	8	9	10	11

0-2	\$1,630	\$1,902	\$2,037	\$2,173	\$2,717
3-4	\$1,766	\$2,037	\$2,173	\$2,309	\$2,852
5-6	\$1,902	\$2,173	\$2,309	\$2,445	\$2,988
7+	\$2,037	\$2,309	\$2,445	\$2,717	\$3,260

# ARTICLE XXII

(continued)

## 2001-02 EXTRA-CURRICULAR SALARY SCHEDULE

Base = \$28,121

Percent of Base	2.00%	3.00%	3.50%	4.00%	5.00%	5.50%
Salary Grade	1	2	3	4	5	6

Years of  
Experience:

0-2	\$562	\$ 844	\$ 984	\$1,125	\$1,406	\$1,547
3-4	\$703	\$ 984	\$1,125	\$1,266	\$1,547	\$1,687
5-6	\$844	\$1,125	\$1,266	\$1,406	\$1,687	\$1,828
7+	\$984	\$1,266	\$1,406	\$1,547	\$1,828	\$1,969

6.00%	7.00%	7.50%	8.00%	10.00%
7	8	9	10	11

0-2	\$1,687	\$1,969	\$2,109	\$2,250	\$2,812
3-4	\$1,828	\$2,109	\$2,250	\$2,391	\$2,953
5-6	\$1,969	\$2,250	\$2,391	\$2,531	\$3,094
7+	\$2,109	\$2,391	\$2,531	\$2,812	\$3,375

ARTICLE XXII  
(continued)

2002-03 EXTRA-CURRICULAR SALARY SCHEDULE

Base = \$28,729

Percent of Base	2.00%	3.00%	3.50%	4.00%	5.00%	5.50%
Salary Grade	1	2	3	4	5	6

Years of  
Experience:

0-2	\$575	\$ 862	\$1,006	\$1,149	\$1,436	\$1,580
3-4	\$718	\$1,006	\$1,149	\$1,293	\$1,580	\$1,724
5-6	\$862	\$1,149	\$1,293	\$1,436	\$1,724	\$1,867
7+	\$1,006	\$1,293	\$1,436	\$1,580	\$1,867	\$2,011

	6.00%	7.00%	7.50%	8.00%	10.00%
	7	8	9	10	11
0-2	\$1,724	\$2,011	\$2,155	\$2,298	\$2,873
3-4	\$1,867	\$2,155	\$2,298	\$2,442	\$3,017
5-6	\$2,011	\$2,298	\$2,442	\$2,586	\$3,160
7+	\$2,155	\$2,442	\$2,586	\$2,873	\$3,447

## ARTICLE XXII

(continued)

### Grade 11

Wrestling Varsity Head Coach  
Football Varsity Head Coach  
Basketball Varsity Head Coach (Boys)  
Basketball Varsity Head Coach (Girls)  
Volleyball Varsity Head Coach

### Grade 10

Football Assistant Varsity/JV Coach  
Track Varsity Head Coach (Boys)  
Soccer Varsity Head Coach (Girls)  
Softball Varsity Head Coach  
Track Varsity Head Coach (Girls)  
Swim Varsity Head Coach  
Baseball Varsity Head Coach  
Soccer Varsity Head Coach (Boys)

### Grade 9

Down Hill Ski  
Football Junior Varsity Head Coach  
Cross County Run Varsity Head Coach  
Golf Varsity Head Coach  
Cross Country Run Varsity Head Coach

### Grade 8

Basketball Junior Varsity Coach (Girls)  
Basketball Junior Varsity Coach (Boys)  
Wrestling Assistant Varsity/JV Coach  
Volleyball Junior Varsity Coach



ARTICLE XXII  
(continued)

Grade 7

Soccer Junior Varsity Coach (Boys)  
Football Junior High Head Coach  
Softball Junior Varsity  
Cheerleading Winter  
Baseball Junior Varsity Coach  
Soccer Junior Varsity Coach (Girls)  
Wrestling Junior High Head Coach

Grade 6

Track Junior High Coed Coach  
Basketball Junior High (Girls)  
Football Junior High Assistant Coach  
Baseball Junior High Coach  
Soccer Modified Coach (Girls)  
Cheerleading Fall  
Basketball Modified (A) Coach (Boys)  
Soccer Junior High Coach (Boys)  
Softball Junior High Coach  
Basketball Modified (B) Coach (Boys)  
Swim Junior High Coach

Grade 5

Track Junior High Coed Assistant Coach  
Volleyball Junior High (Girls)

For each week that sectionals participation extends each individual sport's season, the coaches involved shall receive a \$50.00 stipend after sectionals participation ends.

# ARTICLE XXII

(continued)

## Non-Coaching Events Paid on Index 2000-2003

<u>Position</u>	<u>Grade</u>
Bookstore	3
GAA	2
Extra Classroom Activity FD Treas.	6
Yearbook Advisor	11
High School Musical Director	11
High School Musical Production Manager	8
National Honor Society	4
High School Musical Orchestra Director	8
High School Musical Scenic Art Director	8
Student Council 9-12	4
Student Council 7-8	3
Drama Club Advisor	5
Class Advisor Grade 12	4
Class Advisor Grade 11	4
Class Advisor Grade 10	2
Class Advisor Grade 9	2
Mathematics Honor Society	3
Junior Honor Society	1
Mock Trial	3
Model UN	3

ARTICLE XXII  
(continued)

Other Non-Coaching Events 2000-2003

<u>Position</u>	<u>Factor</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>
Skiing Lessons Chaperone	2.00%	\$543	\$562	\$575
Graduation Assistants	0.185%	50	52	53
Boys Varsity Basketball Scoreboard, Shot Clock	0.185%	50	52	53
Boys Jr. High Basketball Scoreboard, Shot Clock	0.185%	50	52	53
Girls Varsity Basketball Scoreboard, Shot Clock	0.185%	50	52	53
Girls Junior High Basketball Scoreboard, Shot Clock	0.185%	50	52	53
Girls Varsity Volleyball Scoreboard	0.185%	50	52	53
Girls Swim Clock	0.185%	50	52	53
Scoreboard Football	0.185%	50	52	53
Announcing Football	0.200%	50	52	53
Announcing Boys Varsity Basketball	0.200%	50	52	53
Announcing Girls Varsity Basketball	0.200%	50	52	53
Dance Chaperones	0.200%	54	56	57
Bus Chaperones Athletic Events	0.185%	50	52	53
Bus Chaperones Non-Athletic Events	0.185%	50	52	53
Ticket Sellers & Chaperones	0.200%	54	56	57
Filming Football Games per Game	0.185%	50	52	53

When the Board of Education approves athletic and non-athletic activities not listed herein, the unlisted activity will be added to the list at any time during the calendar year. The Board of Education will approve the activity and the rate of compensation will be made comparable to the time involved for similar time commitments.

Stipends for Non-Coaching Events paid on index will be paid in January and June of each year.

## ARTICLE XXIII

### INSURANCE

#### A. Health Insurance:

All professional employees of the Adirondack School System who meet the requirement(s) for coverage shall be entitled to Health Insurance coverage under the following conditions:

1. The Board of Education shall provide ninety percent (90%) of the cost of the insurance for the employee, and ninety percent (90%) of the cost for the family. Employees whose effective date of retirement is prior to July 1, 1985 will have seventy-five percent (75%) of the cost of individual insurance and fifty percent (50%) of the cost for family coverage provided by the Board of Education.

Employees whose effective date of retirement is on or after July 1, 1985 will have seventy-five percent (75%) of the cost of individual insurance and seventy-five percent (75%) of the cost for family coverage provided by the Board of Education.

2. No change will be made in the Health Insurance coverage and carrier without mutual consent.
3. This coverage is to be from anniversary date to anniversary date of the plan.
4. Health Insurance shall consist of:
  - a. Part 1. Basic Hospitalization and Medical-Surgical coverage provided through Greater Utica BC/BS UB-17X plan.
  - b. Part 2. Part I shall be supplemented by the following rider(s):

Ambulance Rider
  - c. Part 3. Major-Medical coverage is provided through the BC/BS, Utica, Blue Medallion/one hundred dollar (\$100.00) dollar deductible.
  - d. Part 4. Effective July 1, 2001, add the BC/BS Prescription Drug Rider Two and 50/100 Dollars (\$2.50) co-pay for generic drugs and Five Dollar (\$5.00) co-pay for name brand drugs for Individual and Family.
  - e. Part 5. The Prescription Drug Mail Service (up to a 90 day supply) Maintenance Drugs co-pay is Zero Dollars (\$0.00) per prescription for generic drugs and Ten Dollars (\$10.00) per prescription for brand name drugs for Individual and Family.

ARTICLE XXIII  
(continued)

A. Health Insurance

5. The District shall reimburse to retirees and/or their dependents and/or to their surviving dependents the cost of Medicare premiums withheld from Social Security monthly checks.

An employee will be eligible to continue his/her hospitalization coverage as a retired employee if the following conditions are met:

1. The employee has completed at least five (5) years of service with Adirondack Central School and has been covered by hospitalization insurance for five (5) years.
2. The employee is qualified for retirement as a member of a retirement system administered by the State of New York or one of its civil divisions, and has reached the normal retirement age for his/her tier of membership on date of employee's membership.
3. If the employee is not a member of a retirement system, he/she must have reached the normal retirement age as if he/she were a member under the same conditions in paragraph (2) above.
4. A surviving spouse of a covered retired employee can continue his/her coverage under the same conditions as when the retired employee was alive.

ARTICLE XXIII  
(continued)

B. Long Term Disability:

The District shall provide Long Term Disability Insurance to eligible employees as follows:

Sixty percent (60%) of salary payable to age sixty-five (65), ninety (90) days following disability, or exhaustion of accumulated sick leave, whichever is later, through the Long Term Disability policy coverage carried by an Insurance Company. There will be a coordination of benefits once benefits begin, exclusive of private plans held by an individual. The policy provisions of that carrier covers eligibility and all benefits under this article. A copy of said insurance policy of the present carrier will be made available to the President of the Association.

C. Dental Insurance:

The District shall contribute a maximum of sixty-seven dollars and fifty cents (\$67.50) per participating Unit member per year toward the purchase of basic dental and supplemental basic benefits through Blue Shield of Central New York, with payment not to exceed the yearly cost.

Effective July 1, 1989, change sixty-seven dollars and fifty cents (\$67.50) to ninety dollars (\$90.00).

The benefits shall be those as provided under Option One (Option 1).

No change will be made in dental insurance coverage and carrier without mutual agreement between the parties.

D. Ad-Hoc Insurance Committee:

A committee will be formed, structured through discussion between the Superintendent and the Adirondack Teachers' Association (ATA) President, to study the quality of insurance and the costs of current and alternate programs. This committee shall submit its advisory recommendations to the Association members and the Board of Education. Any changes recommended by this committee are subject to agreement and ratification of the Association and the Board of Education.

## ARTICLE XXIV

### DUES DEDUCTION

- A. The Board of Education of the Adirondack Central School District agrees to deduct from the salaries of its employees dues as specified by the Adirondack Teachers' Association, as said professional staff members individually and voluntarily authorize. The Board of Education is to deduct and transmit dues collected to the Adirondack Central School Teacher's Association. Professional staff members authorizations shall be in writing in the form set forth below.

### DESIGNATION AND PAYROLL DEDUCTION AUTHORIZATION

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(Print) Last Name	First	Initial	Building
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Address

TO: Board of Education of Adirondack Central School District

Pursuant to Chapter 392, Laws of 1967, I hereby designate the Adirondack Teachers' Association as my representative for the purpose of collective negotiations, and I hereby request and authorize you, according to arrangements agreed upon with such association, to deduct from my salary and transmit to the Association the dues as certified. I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization and relieve the Board of Education and all its officers from any liability therefor. This authority shall be continuous while employed in this school system or until withdrawn by written notice.

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(Employee's Signature)

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(Date)

- B. Deductions referred to in Section A, above, shall be made in the following manner: The total annual membership dues shall be deducted in twenty (20) equal installments beginning with the first pay period in October. No later than two (2) weeks prior to the first scheduled paycheck in October, the Association shall (1) provide the Board with a list and the original signed dues authorization cards of those employees who have voluntarily authorized the Board to deduct dues for the Association named in Section A above, and (2) forward at the same time to the respective Association a list of the members and their addresses who have elected payroll deduction for such Association.

## ARTICLE XXV

### PAYROLL DEDUCTION FOR LIFE INSURANCE PREMIUMS, TAX SHELTERED ANNUITIES, CREDIT UNION AND NYSUT BENEFIT PLAN

The Adirondack Central School District is authorized to deduct the monthly premiums for life insurance and tax sheltered annuity plans from the members of the professional staff who presently belong to a life insurance plan or such an annuity plan, and for savings bonds. The employee will be limited to companies presently approved by the Board of Education to underwrite tax sheltered annuities or life insurance programs.

The Adirondack Central School District shall provide deductions for credit union, tax sheltered annuities, life insurance premiums, VOTE/COPE and New York State United Teachers Benefit Trust Fund as authorized by the professional employee.

This benefit should also be extended to members of the professional staff who wish to join a life insurance plan, a tax sheltered annuity plan, or a payroll savings bond plan.

The members of the professional staff should notify the School District at least thirty (30) days prior to the time that they want the first payroll deduction or termination of deductions.



## ARTICLE XXVI

### MISCELLANEOUS PROVISIONS

#### A. Miscellaneous Provisions                      Section I

##### 1. Individual Help to Students Outside of the Regular Class Period

Each professional employee will provide extra and individual help during the activity period. The timing and scheduling of other assistance will be set up by the individual professional employee.

##### 2. Public Relations Program

Each teacher is encouraged to provide information regarding accomplishments in his or her field or area for use by the administration in publicizing District accomplishments.

##### 3. Physical Examinations

a. Physical examinations may be required, at the discretion of the Board, when it is deemed necessary for the welfare of both the students and bargaining unit members. The cost of the examination(s) will be at the District's expense.

b. Every attempt will be made to provide X-ray examinations for tuberculosis in the manner and frequency of past policies.

##### 4. Mileage Between Schools

When an employee of the professional staff is assigned to work within the school day between two (2) or more given structures on the same school day and, additionally, uses his/her personal vehicle, he/she shall be compensated for mileage at the prevailing IRS rate upon submission of vouchers for payment. These payments would be made at the end of each school term based upon mileage claims submitted on mileage forms prepared by the administration. Mileage incurred through the use of personal vehicles for in-service training programs or Superintendent's Workdays will not be reimbursable.

#### B. Miscellaneous Provisions                      Section II

1. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties in a written and signed amendment to the Agreement.

ARTICLE XXVI  
(continued)

B.      Miscellaneous Provisions                      Section II

2.      This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
3.      Any individual arrangement, agreement or contract between the Board and an individual bargaining unit members heretofore executed shall be subject to and consistent with the terms and conditions of this Agreement, and any individual arrangement, agreement or contract hereafter executed shall be expressly made subject to and consistent with the terms of this or subsequent agreements to be executed by the parties. If an individual arrangement, agreement or contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.
4.      If any provision(s) of this Agreement or any application(s) of the Agreement to any teacher or group to bargaining unit members shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
5.      IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.
6.      Copies of this Agreement shall be reproduced at the expense of the Board and given to all bargaining unit members now employed, or hereafter employed, by the Board within two (2) weeks after its execution, if that occurs later. If any part of this Agreement is to be included in the District Handbook, it will be included in its entirety and will be separate from administrative directives.

## ARTICLE XXVII

### REGISTERED NURSES

#### Section 1 – Ratio basis for part-time personnel fringe benefits.

In order to establish an equity of fringe benefits which are accorded to full-time personnel, each part-time employee's fringe benefits will be figured on a ration basis. This ration basis will be computed by dividing the contractual hours actually worked in a year by a part-time employee by 2080 hours (which equals the total hours in a 40 hour work week, 12 month full-time contract). A part-time employee must be under contract for two (2) hours or more per day for the school year to be eligible to receive personal fringe benefits.

This ratio figure applied to said number of days for any full-time fringe benefit will then equal the number of days to be accorded to a part-time employee, rounded to the nearest half day. However, Personal Business Leave Days and Regular Sick Leave Days shall be excepted from the Ration Basis Procedure.

#### Section 2 – Paid Holidays

Registered Nurses shall be granted eleven (11) paid legal holidays. They are Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Day before Christmas, Christmas, New Year's Day, Martin Luther King Day, Good Friday, and Memorial Day.

#### Section 3 – Paid Vacation

All Registered Nurses shall accrue paid vacation during the current school year to be used by employees during the following schedule. A first year employee who has not completed his/her first full contractual year by June 30<sup>h</sup> of the school year of hire shall be eligible for vacation days on a prorated basis rounded off to the nearest one-half (1/2) day. Nurses will receive payment for unused vacation accrued during the last year of service, up to the point of separation. In case of death, the employee's beneficiary designation shall be on file in his/her personnel file. It will be the responsibility of the employee to keep the designation updated. Vacation time for nurses will be taken during the Christmas, mid-winter or Easter (spring) school vacation periods when possible.

#### Vacation Entitlement

Vacation days earned during:

1 <sup>st</sup> year of employment	7
2 <sup>nd</sup> -7 <sup>th</sup> year of employment	12
8 <sup>th</sup> year of employment	13
9 <sup>th</sup> year of employment	14
10 <sup>th</sup> -14 <sup>th</sup> year of employment	15
15 <sup>th</sup> year and on of employment	16

Part-time employees will receive paid vacations on the above schedule according to the ration basis defined in Section 1.

#### Section 4-General Salary Schedule

1.
  - a. All registered nurses with over ten (10) years of service in the District shall receive one dollar and sixteen cents (\$1.16) per hour above their schedule rate.
  - b. All registered nurses with over fifteen (15) years of service in the District shall receive thirty-nine cents (\$.39) per hour above their schedule rate.
  - c. All registered nurses with over twenty (20) years of service in the District shall receive forty-four cents (\$.44) per hour above their scheduled rate.
  - d. All registered nurses with over twenty-five (25) years of service in the District shall receive twenty-six (\$.26) per hour above their scheduled rate.
2. Registered nurses shall receive a fifteen (15) minute paid break in the morning and in the afternoon, and a thirty (30) minute paid lunch break.
3. Any registered nurse who is required to attend school business that goes beyond normal working hours (i.e. conferences, meetings, in-service workshops) shall receive pay for their services.
  - A. All nurses shall receive same percentage raise as teachers.
  - B. Nurses shall be provided with a one-half hour paid lunch.
  - C. Nurses shall have the same health insurance benefits as teachers.
  - D. In-service Credit, as described for teachers in Article XI shall be paid at a rate of 1% of Step 1 RN schedule for each 30 hours of clock time.

ARTICLE XXVIII

DURATION OF AGREEMENT

This contract shall be effective as of July 1st, 2000 and shall continue in effect through June 30th, 2003.

ASSOCIATION

BY Edward Sweet  
President

BY Paul M. [Signature]  
Chairman Local Negotiating  
Committee

BOARD

BY Thomas C. Pastore  
President

BY Marjorie R. Kelly  
Superintendent

Dated this 5<sup>th</sup> day of Feb., 2002.



